BOARD OF HEALTH MEETING MINUTES
Tuesday, August 25, 2026

BOARD MEMBERS:
Jennifer Riebe, Commissioner, Payette County – present
Jim Harberd, Commissioner, Washington County – present
Zach Brooks, Commissioner, Canyon County – present
Kelly Aberasturi, Commissioner, Owyhee County – not present
Viki Purdy, Commissioner, Adams County –not present
John Tribble, MD, Physician Representative – present
Kirk Wille, Commissioner, Gem County – present

STAFF MEMBERS:
In person: Nikki Zogg, Katrina Harshman, Ben Shatto, Don Lee, Michele Hanrahan, Michelle Schildhauer

Virtual: Colton Osborne

GUESTS:

CALL THE MEETING TO ORDER
Vice Chairman Zach Brooks called the meeting to order at 9:01 a.m.

ROLL CALL
Chairman Aberasturi – not present; Dr. John Tribble – present; Commissioner Purdy – not present; Commissioner Harberd – present; Vice Chairman Brooks – present; Commissioner Riebe –present; Commissioner Wille – present

REQUEST FOR ADDITIONAL AGENDA ITEMS AND APPROVAL OF AGENDA
Vice Chairman Brooks asked for additional agenda items. Board members had no additional agenda items or changes to the agenda.

MOTION: Commissioner Riebe made a motion to approve the agenda as presented. Commissioner Harberd seconded the motion. All in favor; motion passes.

PUBLIC COMMENT
No public comment was provided in person or through the online submission mechanism.

INTRODUCTION OF NEW EMPLOYEES
New employees were introduced.

APPROVAL OF JULY 28, 2026 BOARD OF HEALTH MEETING MINUTES

Board members reviewed meeting minutes from the July 28, 2026 Board of Health meeting.

MOTION: Commissioner Riebe made a motion to approve the July 28, 2026 Board of Health meeting minutes as presented. Commissioner Wille seconded the motion. All in favor; motion carries.

JULY 2026 MONTHLY EXPENDITURE AND REVENUE REPORT

Michele Hanrahan, SWDH Financial Officer, shared the July 2026 monthly expenditure and revenue report. As of the end of July, we are 8.33% of the way through the fiscal year. A column showing the committed and restricted funds has been added to the report. Michele explained that while we are 8.33% of the way through the fiscal year we are at 14% of planned revenue.

Expenditures are just slightly higher than the target of 8.33%. The expenditures are lower than revenues due to the restricted and committed funds built into the FY27 budget that are front loaded at the beginning of the fiscal year.

A question was asked about the community collaborations listed on the board restricted funding sheet. Funds set aside in the community collaborations are intended for use to support the Community Health Action Teams across the six counties by awarding small grants to support community health initiatives such as the Owyhee County Outdoor Fitness Court.

COMMIT FISCAL YEAR 2026 CARRYOVER FUNDS

Don Lee, SWDH Chief Operating Officer, asked for approval of fiscal year 2026 carryover funds as suggested by the Board of Health budget workgroup that met August 7, 2026. The carryover funds represent monies budgeted for last fiscal year but not expended. Don explained that direct federal grant revenue came in during fiscal year 2026 rather than fiscal year 2025. He asked that the funds be allocated to expanding the SWDH website redesign, marketing and public health education campaigns, vector surveillance, funding of the 27th pay period, and facility improvements consistent with recommendations from the recently completed Clearwater Financial Master Facilities Plan.

Board members discussed concerns about expending funds not included in the budget and noted the difference in processes at the county and the health district. Following discussion, Board members made no decisions on the carryover fund allocation and directed Don and Michele to leave the funds in the operating investment account unallocated until the budget revision. Michele will put a line on the committed funds showing these reserve funds for fiscal year 2026. These funds can be considered as part of a mid-year budget revision.

CONTRACT SERVICES AND GRANT APPLICATIONS

Michele shared new contract services or grant applications that are currently in process. She also shared the grant opportunity highlights document that Diane Demarest, SWDH grant writer, has been sharing with counties on a monthly basis.

PUBLIC DRINKING WATER SYSTEMS

Chris Ababon, Environmental Health Specialist, Senior, presented information on public drinking water systems. A public water system is one with 15 or more connections *OR* 25 or more people accessing the system for at least 60 days. Chris shared examples of public water systems including transient, non-transient non-community, and community. Water systems that do not meet the definition of a public

water system are not required to test drinking water quality under Idaho Administrative Procedure Act 58.01.08. Public water systems are required to have a water system facilities inspection every five years to help identify deficiencies and help prevent contamination events before they happen.

2026 COMMUNITY HEALTH NEEDS ASSESSMENT RESULTS

Charlene Cariou, SWDH Community Health Program Manager, shared results from the recently completed 2026 Community Health Needs Assessment (CHNA). The CHNA is an effort by the Western Idaho Community Health Collaborative (WICHC), a group of partners that meet routinely to collectively improve health across the ten-county region of Southwest and Central Idaho. Approximately, 45% of the state's population resides in this area. The CHNA effort was completed with funding and representation from United Way of Treasure Valley, Saint Alphonsus, St. Luke's, SWDH, Central District Health, Weiser Memorial, and Terry Reilly. WICHC was formed in 2019 to lower health care costs and improve health outcomes.

The CHNA received about 8,000 survey responses and included about 20 focus groups from all 10 counties. Respondents ranked mental health as the #1 health issue for their communities.

BEHAVIORAL HEALTH AND COUNSELING

Ashley Hammond, SWDH Behavioral Health Clinician, shared an overview of the behavioral health and counseling services available at SWDH. Based on the data provided in the CHNA, the counties in District 3 were identified as areas with a shortage of behavioral health providers. With that public health need identified and board support, the clinic made preparations to offer behavioral health and counseling service. At SWDH, Ashley primarily serves adults and uses a therapeutic approach incorporating the dimensions of the wellness framework and allowing for coordination with or connection to medical providers within SWDH for whole person care.

Ashley receives referrals from clinic providers and SWDH programs. The services provided through behavioral health and counseling fill gaps in services for the community by offering a sliding scale. Expansion opportunities for behavioral health services at SWDH include pediatric mental health services, increased specialization, bilingual care, outer clinic expansion, and consideration of client preference for male providers.

2027 SOUTHWEST DISTRICT HEALTH BOARD OF HEALTH PRIORITIES

At the July Board of Health meeting, Nikki shared a draft policy priorities document and asked for board member input. The document shows calls to action for schools, families, business owners, policy makers, medical providers, and government entities to help address community priority needs across the district. Board members supported further development and review of the priorities document.

Nikki presented the revised document that is intended to replace the policy statements with more intention around how the health district and the community as a whole can engage around the priorities. Each priority area includes an explanation of why the priority matters, key takeaway, and calls to action.

MOTION: Commissioner Riebe made a motion to approve the 2027 Southwest District Health Board of Health Priorities document as presented. Commissioner Harberd seconded the motion. All in favor; motion carries.

KRATOM RESOLUTION REVIEW AND VOTE

As requested by board members at the July meeting, Nikki edited the draft kratom resolution to seek a total ban on kratom rather than just an age restriction. Also, Mike Kane, SWDH legal counsel, reviewed the resolution as Board members requested. Nikki shared the amended document and asked board members to review and vote on whether to support the resolution.

Commissioner Wille suggested changing the second to the last paragraph to clarify the classification by moving the parentheses to ensure the proper word is clarified. As worded, the clarification appears to apply to the word Alabama, rather than to the word drug.

MOTION: Commissioner Wille made a motion to approve the draft kratom resolution as amended. Commissioner Riebe seconded. All in favor; motion carries.

DIRECTOR'S CONTRACT

Jody Waddy, SWDH Human Resources Manager, sent the director's contract out to board members for review in advance of the meeting. Jody received no feedback requesting changes. Board members suggested several changes to the contract to allow better alignment with the annual budget process and employee compensation reviews. Changes suggested include: 1.) aligning the term of employment to the fiscal year, 2.) change the date of compensation review to February, and 3.) change the effective date of the contract to July 1, 2026 to allow new pay rate to be in effect for backpay purposes.

MOTION: Commissioner Wille made a motion to approve the district director's contract with three changes to include 1.) align the term of employment with the fiscal year, 2.) change the date of compensation review to February, and 3.) change the effective date of the contract to July 1, 2026. Commissioner Riebe seconded the motion. All in favor; motion carries.

Board members asked that the contract be updated and brought back to the board at the September Board of Health meeting. Board members prefer to see the document with track changes accepted so they have a clean, clear document.

DIRECTOR'S REPORT

Director approved agreements, contracts, and subgrants

Summary pages for grants, contracts, agreements, and subgrants are included in the meeting packet.

Idaho Association of District Boards of Health Annual Meeting

The 2026 annual Idaho Association of District Boards of Health (IADBH) meeting will be hosted by District 2 and held virtually on October 22, 2026 from 10am to 5pm. Nikki asked board members their preference for joining from their individual workspaces or coming to SWDH to log on and participate together as a board. Agenda items include risk management, board education by Seth Grigg, and the business meeting action items.

Emmett Office

A private business reached out to inquire about purchasing the Emmett building.

Pending appeal of subsurface sewage disposal decision
A property owner is appealing a subsurface sewage disposal situation. There has been no citation or denial.

Legal counsel update
Central District Health and Southwest District Health have selected CHC Legal, a small law firm with three attorneys, to provide representation for the health districts after Mike Kane's retirement near the end of October 2026. Mike will coordinate with CHC Legal staff to transition over any active projects.

Idaho Association of Counties (IAC) public health workgroup update
The workgroup attendees had some good conversation around how other states structure their health departments. Levy options were not brought up. Also, during the workgroup, IAC expressed continued commitment to support removal of food establishment inspection fees from statute.

The workgroup will reconvene at the September IAC meeting in Boise.

Rural Health Transformation Program funding
The RHTG grant opportunities have now all been shared out. Nikki has not reviewed all of the requests for proposal (RFPs) but has concern that some of the counties will struggle with the application process. She also is unsure whether all of the agencies have federal grant submission accounts, which is an eligibility requirement. The timelines for the grant award applications are tight at about three weeks. If board members have an entity wanting to apply, Nikki asked them to reach out to see if SWDH can offer provide support through the application process.

FUTURE AGENDA ITEMS
No future agenda items were suggested.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE 74-206(b)
No executive session held this meeting.

ACTION TAKEN PURSUANT TO EXECUTIVE SESSION
No executive session was held.

Adjournment
There being no further business, the meeting adjourned at 12:11 p.m.

Respectfully submitted:

Nikole Zogg
Secretary to the Board

Approved as written:

Zach Brooks
Vice-Chairman

Date: September 29, 2026